


FLORIDA HIGHWAY PATROL

POLICY MANUAL

	SUBJECT FIELD INTERVIEW REPORTS	POLICY NUMBER 17.16
	APPLICABLE CALEA STANDARDS 41.2.3	ISSUE DATE 09/01/96
		REVISION DATE 07/01/07
		TOTAL PAGES 4

17.16.01 PURPOSE

To provide guidelines to be followed in conducting field interviews.

17.16.03 POLICY

To assist in the prevention of crimes by the collection of information which may assist in the identification and apprehension of criminals and to provide such information to other law enforcement agencies that may benefit from it.

17.16.05 DEFINITION

FIELD CONTACTS - those contacts with persons whom a member has a reasonable suspicion to believe may be involved in criminal activity. Reasonable suspicion may occur during routine traffic stops or crash investigations, or in accordance with Section 901.151, Florida Statutes, the "Florida Stop and Frisk Law".

17.16.06 OBJECTIVES

To assist in the prevention of crimes and the identification and apprehension of criminals.

17.16.07 RESPONSIBILITIES

- A. Members are to remain alert for possible suspicious activities and other information encountered during the course of their normal patrol duties that may assist FHP or other law enforcement agencies in identifying and apprehending criminals, and to document such activity on the Field Interview Report (Addendum 17.16-1).
- B. District Commanders are responsible for:
 - 1. Contacting each local agency within their area of responsibility and coordinate the implementation of field interview submission with the component within that agency that should receive the reports.
 - 2. Establishing procedures within their district to ensure the proper distribution of field interview reports.

17.16.07 PROCEDURES

A. DOCUMENTING FIELD CONTACTS

1. The identity of the subject(s) of the field contact should be established.
2. The subject(s) should be questioned relevant to the reasonable suspicion. However, a subject cannot be compelled to answer any questions. At the conclusion of the traffic stop or crash investigation or upon the subject(s) refusing to answer questions beyond those allowed by the "Florida Stop and Frisk Law", the subject should be permitted to leave.
3. If during contact with the subject a member develops probable cause to believe that the subject(s) are engaged in criminal activity, the subject(s) may be arrested and appropriate reports shall be completed. In such cases the Field Interview Report will not be completed.
4. The Field Interview Report will be used to document field contacts made by members.
 - a. The subject should be fully identified on the form.
 - b. The narrative portion should contain sufficient information to explain why the individual was questioned and should include details of other significant circumstances, associates, or other statements or actions by the subject.
5. Field Interview Reports will be reviewed by a supervisor prior to dissemination. The reviewing supervisor will enter his/her ID number in the appropriate location on the bottom of the report.

B. DISSEMINATION OF REPORTS

1. Reports containing information on criminal activity within the scope of responsibilities of the Florida Highway Patrol will be forwarded to the Bureau of Investigations.
 - a. Reports containing information of a local nature will be forwarded to the Bureau of Investigations within the troop in which the information was gathered.
 - b. Reports containing information of importance statewide or across troop boundaries will be forwarded to the Bureau of Investigations at General Headquarters. The Bureau of Investigations shall be responsible for disseminating the report to any law enforcement agency which they deem may have an interest.
2. Reports containing information on criminal activity outside the normal scope of responsibilities of the Florida Highway Patrol will be forwarded to the local Sheriff's Office and City Police Departments which may have an interest in the information.

3. The submitting member will check the appropriate box(es) at the bottom of the form to ensure proper dissemination of the reports.

B. DISPOSITION OF REPORTS

1. Field Interview Reports will be retained for a minimum of 90 days by any Division component that receives such report.
2. All Field Interview Reports will be destroyed after 90 days unless they have become relevant to an ongoing investigation.

FIELD INTERVIEW REPORT

[illegible]

cc: ☐ FHP Bureau of Investigations, Troop Level ☐ County Sheriff's Office ☐ Federal Agency: _____
☐ FHP Bureau of Investigations, GHQ ☐ City Police Departments ☐ Specify: _____

Reviewer's ID Number:

ADDENDUM 17.16-1

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